

1500
Ser 35

From: Officer in Charge, Naval Healthcare Support Office, Norfolk

Subj: BUSINESS CASE ANALYSIS (BCA) TRAINING COURSE

Ref: (a) OIC HLTHCARESUPPONORVA ltr 1500 Ser 35/990116 of 20 Apr 99 w/enclosure
(NOTAL)

(b) Bureau of Medicine and Surgery (BUMED) Business Case Analysis (BCA) Guide

Encl: (1) Registration Form (Revised)

(2) Agenda

1. Due to an unanticipated increase in demand, the BCA training cited in reference (a) will now be held in Naval Training Command Building N-30, Gilbert Street, Naval Station, Norfolk, Virginia 23511.

2. The goal of the course is to help medical and dental treatment facilities design and complete Business case analysis that are clinically and financially sound. In order to obtain maximum benefit of the training, it is recommended that individuals who are scheduled to attend the training become familiar with BUMED's guide for business case analysis, the BCA tool and and bring with them potential BCA projects for their command. These will be used as case studies in the training. My staff will contact registrants with additional information approximately two weeks prior to training start date to discuss BCA projects in more detail.

3. Request the assistance of the OIC's of HSO San Diego, HSO, Jacksonville to ensure that the above noted changes are forwarded to commands within your respective area of responsibility (AOR).

4. We appreciate the opportunity to be of assistance to you and look forward to a productive training session. My POC for this training is DTCS Ronald Edwards at (757) 444-6857, ext. 3021, DSN 564-6857, ext. 3021, E-mail: hsn1rre@hsn10.med.navy.mil or HM1 Maria Keisel at (757) 444-6857, ext. 3075, DSN 564-6857, ext. 3075, E-mail: hsn1mak@hsn10.med.navy.mil.

J. M. LAMDIN

DIST LIST B

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AGENDA

INTRODUCTION TO BUSINESS CASE ANALYSIS

JUNE 7, 1999

MONDAY

0800 - 0810	WELCOMING REMARKS	CAPT TURNER, OIC HSO NORFOLK
0810 – 0830	ADMINISTRATIVE REMARKS	CDR WITCHER, HSO OPERATIONS
0830 – 1130	DETAILED BRIEF BCA GUIDE AND TOOL	LCDR WYRSCH, BUMED (MED-31) LT RUBISON, BUMED (MED-13)
1130 – 1300	LUNCH	
1300 – 1600	CASE STUDIES	WORK GROUPS

JUNE 8, 1999

TUESDAY

0800 – 1000	HSO ROLE IN BCA	MR. WARD, HSO, REDE TEAM MR. TABER, HSO OPERATIONS
1000 – 1130	PRESENTATION OF CASE STUDIES	WORK GROUPS
1130 – 1200	WRAP-UP	CDR WITHCER, HSO OPERATIONS

Enclosure (1)

REGISTRATION FORM

INTRODUCTION TO BUSINESS CASE ANALYSIS

HSO NORFOLK

7-8 JUNE 1999

NAME_____RANK_____CORPS_____

COMMAND_____

POSITION_____

TELEPHONE: COMM_____DSN_____

FAX_____

E-MAIL ADDRESS_____

COMMENTS: If you have any burning issues that need to be addressed them here.

Please fax or e-mail to: HM1 Maria Keisel at (757) 444-1652 or (757) 444-2631; E-mail:
hsn1mak@hsn10.med.navy.mil

Enclosure (2)